



# MONTANA LEGISLATIVE BRANCH

## Legislative Fiscal Division

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Legislative Fiscal Analyst  
CLAYTON SCHENCK

Date: October 2, 2003

To: Legislative Finance Committee

From: Jon Moe  
Fiscal Specialist

Subject: Required Reports for October 2003 LFC Meeting - Revised

The legislature (through statute, language in bills, or committee action) requires certain reports to be submitted to the Legislative Finance Committee (LFC) and the Legislative Fiscal Division (LFD). State agencies and other entities have been requested to provide information on various subjects of interest to facilitate the decision-making process.

The reports fit into two categories: 1) reports required to be submitted to the LFC are generally to monitor compliance or progress with legislative policy/initiatives; and 2) reports required to be submitted to the LFD are primarily to provide data relevant for staff analysis of budget issues for the next legislative session. The attached report lists the required reports identified and the occurrences of the reports received or expected to be received during the 2005 biennium. Six reports received since the last LFC meeting (June 2003) are also included under this cover. One report (item #23), containing the approved fiscal 2004 budget for the State Fund, is not included as it was presumably sent direct to the committee members by the State Fund.

Generally, this report on "required reports" is provided to the committee simply for information purposes. Although it is on the LFC meeting agenda, there are typically no oral reports provided unless there is an issue identified by the staff that needs to be brought to the committee's attention. If a committee member has a question, he or she can contact the indicated staff member directly or raise the question in the meeting.

If you have questions, please feel free to contact Jon Moe by e-mail at [jonmoe@mt.gov](mailto:jonmoe@mt.gov) or by telephone at 406-444-2986.

*[NOTE: This website version does not include copies of the reports mentioned above. Copies are available upon request from the Legislative Fiscal Division.]*

# Required Reports List for the 2004-05 Biennium

## PREPARED BY THE LEGISLATIVE FISCAL DIVISION

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
1	House Bill 2	DNRC	Quarterly	LFD	Hamel	
	Short Description: Quarterly report detailing DNRC fire costs for the current fiscal year. In addition, DNRC shall present this information to					
	Reports Scheduled / Rec'd:		<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u> <u>Comment</u>
			2004		10/1/2003	Not due yet
			2004		1/1/2004	Not due yet
			2004		4/1/2004	Not due yet
			2004		7/1/2004	Not due yet
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
2	House Bill 2	State Library	Semi-annually	LFC	Purdy	
	Short Description: Report on natural resource information system activities and expenditures during 2003-04 interim, including current projects,					
	Reports Scheduled / Rec'd:		<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u> <u>Comment</u>
			2004		1/15/2004	Not due yet
			2004		8/15/2004	Not due yet
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
3	House Bill 11	Commerce	Upon Occur.	LFC	Duncan	
	Short Description: Report on emergency grants awarded from an appropriation from the treasure state endowment special revenue account for					
	Reports Scheduled / Rec'd:		<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u> <u>Comment</u>
			2004	Commerce (TSEP)	9/16/2003	On file
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
4	HJR 13	DPHHS	Upon Occur.	LFC	Steinbeck	
	Short Description: Report on progress of study to examine options for redesign of Montana Medicaid Program, to the LFC on a "regular basis".					
	Reports Scheduled / Rec'd:		<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u> <u>Comment</u>
			2004			Nothing to report yet

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
5	HJR 19	DPHHS	Upon Occur.	LFC	Gervais	Steinbeck
	Short Description: Report on review of health coverage and public assistance programs' eligibility requirements to streamline the enrollment					
	Reports Scheduled / Rec'd: <u>Fiscal Year</u>		<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004					No reported occurrences
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
6	2-17-515	Administration	Upon Occur.	LFC	DeWitt	
	Short Description: Exceptions to information technology policy, standard, or other requirement (SB 131, Sec. 9)					
	Reports Scheduled / Rec'd: <u>Fiscal Year</u>		<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004					No reported occurrences
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
7	2-17-522	Administration	March, Even Yr	LFC	DeWitt	
	Short Description: Updates to state strategic information technology plan (SB 131, Sec.14). It is to be provided to the LFC at its first meeting					
	Reports Scheduled / Rec'd: <u>Fiscal Year</u>		<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004		3/12/2004			Not due yet
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
8	5-13-311(6)	Legislative Auditor	Upon Occur.	LFD	Moe	
	Short Description: Determination by Leg. Auditor, as a result of a toll-free call, that waste of state resources has occurred					
	Reports Scheduled / Rec'd: <u>Fiscal Year</u>		<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004					No reported occurrences
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
9	15-35-108(7)(b)	Revenue	Upon Occur.	LFD	DeWitt	
	Short Description: Reimbursement of TIF industrial districts - HB1 of 2000 Session					
	Reports Scheduled / Rec'd: <u>Fiscal Year</u>		<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004					No reported occurrences

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>10</b>	17-1-505(2)	Agencies	Upon Occur.	LFD	Moe	
	<b>Short Description: Report on the identification of the use of a dedicated revenue provision that does not satisfy the criteria established in statute.</b>					
	<b>Reports Scheduled / Rec'd:</b>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004				None reported

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>11</b>	17-1-102(4)	Administration	FY End	LFC	DeWitt	
	<b>Short Description: Report on general fund encumbrances remaining at FYE (SB 179, Sec. 2)</b>					
	<b>Reports Scheduled / Rec'd:</b>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004	Administration	9/15/2003	9/12/2003	On file
		2005		9/15/2004		Not due yet

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>12</b>	17-2-107(5)	CHE/Administration	Annual	LFC	Joehler	DeWitt
	<b>Short Description: Loans or loan extensions authorized for two consecutive FYs to same A/E - due 9/1 of the next year</b>					
	<b>Reports Scheduled / Rec'd:</b>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004	CHE	9/1/2003		Usually received in late October
		2004	Administration	9/1/2003		Usually received later than due date

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>13</b>	17-2-107(6)	Commissioner Higher Ed	Annual	LFC	Joehler	
	<b>Short Description: Negative cash balances for any two consecutive FYs - due 9/1 of the next year</b>					
	<b>Reports Scheduled / Rec'd:</b>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2003	CHE	9/1/2003		Usually received in late Oct

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>14</b>	17-2-111	Administration	Feb. 1, 2004	LFC	Moe	
	<b>Short Description: Information of state special revenue accounts as requested by the LFC</b>					
	<b>Reports Scheduled / Rec'd:</b>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004		2/1/2004		If requested by the LFC

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
15	17-2-302(2)	Approving Authority	Upon Occur.	LFC	Purdy	
	<b>Short Description: Certification allowing a state agency to maintain money in an account in excess of the statutory limitation</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004				No reported occurrences
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	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
16	17-2-304(1)	Approving Authority	Sept 15	LFC	Purdy	
	<b>Short Description: Info. concerning accts with cash balances in excess of statutory limits; certification of statutory exceptions</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2003	OBPP	9/15/2003	9/22/2003	On file
		2004		9/15/2004		Not due yet
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	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
17	17-7-140(1)(b)	Agencies	Upon Occur.	LFD	Purdy	
	<b>Short Description: Analyze if GF program is mandatory and analyze the impact of the proposed reduction in spending in instances in which the</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004				No reported occurrence
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	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
18	17-7-140(1)(b)	Budget Director	Upon Occur.	LFD	Purdy	
	<b>Short Description: Copy of the recommendations for reductions in spending. The "trigger" for this to occur is in statute.</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004				No reported occurrences
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	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
19	17-7-304(2)	USystem (Bd of Regents)	If Requested	LFC	Joehler	
	<b>Short Description: Long-term plan for major and deferred maintenance expend. and equip. or fixed assets</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004				Not requested at this time

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>20</b>	17-8-101 (5)	OBPP	Semi-Annual	LFC	Purdy	
	<b>Short Description: Appropriations transferred from one state agency to another if original purpose is maintained</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2003	OBPP	9/15/2003	9/5/2003	On file
		2004		2/15/2004		Not due yet
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>21</b>	17-8-101 (7)	Administration	Annually	LFC	DeWitt	
	<b>Short Description: Nature, status, and justification for all new accounts in the enterprise fund and the internal service fund</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2003	Administration	9/30/2003	9/12/2003	On file
		2004		9/30/2004		Not due yet
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>22</b>	33-22-1514(4)	Lead Carrier	Semi-Annual	LFC	Moe	
	<b>Short Description: Report on the operation of the MT Comprehensive Health Association plan by selected lead carrier.</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2003		9/15/2003		FY03 Annual Report due
		2004		2/15/2004		Not due yet
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>23</b>	39-71-2363(2c)	State Fund	October 1	LFC	Moe	
	<b>Short Description: Submit for review the approved annual budget for State Fund for the succeeding fiscal year</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004		10/1/2003	8/12/2003	On File
		2005		10/1/2004		Not due yet
	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>24</b>	53-6-110(4)	DPHHS	Upon Occur.	LFC	Steinbeck	
	<b>Short Description: Estimate of medicaid expenditures for medicaid services whenever the de pt. establishes the estimate</b>					
	Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004				Follow-up needed

	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>25</b>	53-6-116(5)	DPHHS	Upon Occur.	LFC	Steinbeck	
	<b>Short Description: Managed-care and capitated health care systems for medicaid recipients if developed</b>					
	<b>Reports Scheduled / Rec'd:</b>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004				Nothing to report

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	Statutory Cite	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>26</b>	85-1-605(4)	Nat Resources & Cons	Upon Occur.	LFC	Duncan	
	<b>Short Description: Allocation of renewable resource grants and loans for emergencies</b>					
	<b>Reports Scheduled / Rec'd:</b>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
		2004	DNRC		9/15/2003	On file